

DEVELOPMENT ADVISORY COMMITTEE MINUTES

The Development Advisory Committee (DAC) met on Wednesday, July 16, 2014 at 9:00 a.m. in the Second Floor Conference Room, 220 South Main Street, Bel Air, Maryland. The meeting was chaired by Moe Davenport, Department of Planning and Zoning.

The following members were in attendance:

Len Walinski	Health Department
Robin Wales	Department of Emergency Services
Mike Rist	DPW Engineering
Shane Grimm	Planning and Zoning
Jennifer Wilson	Planning and Zoning
Mark Logsdon	Sheriff's Office
Darryl Ivins	DPW Water and Sewer
Rich Zeller	State Highway Administration
Patrick Jones	Harford Soil Conservation District

Also in attendance were:

Brian Morgan, KCI Technologies	Bryna Zumer, The Aegis
Daniel Spiker, Morris&Ritchie Assoc	Larry & Pat Benedict
Amy DiPietro, Morris&Ritchie Assoc	Jacquie Delisle
Kevin Geraghty	

Moe Davenport, of the Department of Planning and Zoning, welcomed everyone to the meeting. He explained there were two plans on the agenda. Mr. Davenport explained that a brief presentation will be given by the consultant for the project. The DAC members will give their comments on the project. The meeting will then be opened up for anyone in attendance that may have questions or comments. If anyone has questions that are not answered, there are information request forms that can be filled out and submitted to the Department of Planning and Zoning and they will be responded to in writing. There is an attendance sheet circulating for everyone to sign. If a correct address is given, a copy of the minutes will be mailed or e-mailed. The minutes will also be published to the Department of Planning and Zoning's website.

FRITO-LAY COMMERCIAL VEHICLE STORAGE AREA

Located at the end of Hickory Drive; behind existing Frito-Lay building. Tax Map 58; Parcel 233. Second Election District. Council District E. Planner Jennifer.

Plan No. S14-077 Commercial vehicle storage area; 102.87 acres; GI.

Received 06-18-14 Frito-Lay, Inc./The Haskell Company/KCI Technologies, Inc.

Brian Morgan of KCI Technologies presented the plan. He explained that currently there is a 164,000 sf warehouse addition under construction to the south of this parcel. Frito Lay owns two separate properties divided by the CSX Rail and right of way. As a result of the warehouse expansion, some of the existing vehicle storage areas are being impacted. The location of the entrance way is impacted by the functions of the CSX Rail. This storage area will provide an additional 98 trailer parking spaces. Frito Lay maintains a mixture of vehicle types from route vans to semi-trailers that are stored on-site and loaded for delivery.

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There was a site visit with the Corps of Engineers and MDE. There is minor encroachment and some impact to the NRD required for the primary access point.

Emergency Services - Robin Wales

No comment.

Volunteer Fire and E.M.S. – Bill Snyder (comments provided by Robin Wales)

No comment.

Harford Soil Conservation District – Patrick Jones

Concept stormwater management plans have been submitted and reviewed.

An adequate sediment and erosion control plan must be approved before the issuance of a grading permit.

An NOI permit is required from MDE when a project disturbs more than one acre. Please contact MDE about the NOI permit process.

Health Department – Len Walinski

No on-site facilities are proposed for this project. The owner/developer is reminded that during the development of this project when soil moisture conditions are low, measures must be implemented to prevent the generation of dust until a permanent vegetative cover is established and all paving is completed.

It is the responsibility of the owner/operator to be aware of any regulatory requirements for the proposed use and for obtaining appropriate permits.

Water and Sewer – Darryl Ivins

No comment.

DPW – Engineering – Mike Rist

A sediment control plan and a grading permit will be required for the development of this site. Sediment controls are to be designed to the specifications as set forth in the Maryland Standards for Erosion and Sediment Control, latest edition.

Stormwater management must be provided for this site in accordance with the 2000 Design Manual as amended by Supplement 1.

A stormwater management concept plan has been submitted for review and must be approved prior to preliminary plan approval. Comments must be addressed on subsequent stormwater plan submittals.

The final stormwater management plan shall be approved prior to the issuance of a grading permit. A stormwater management permit is required prior to the issuance of a building permit.

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Maintenance of the stormwater management facility (ies) is (are) the responsibility of the lot owner(s).

Sheriff's Office – Mark Logsdon

No comment.

State Highway Administration – Rich Zeller

SHA has no objection to the site plan as access is to a County road and no work is proposed with an SHA right of way.

Department of Planning and Zoning – Jen Wilson

Due to the project's close proximity to sensitive wildlife habitats, impervious surfaces should be limited to the maximum extent practicable and stormwater management facilities should be designed to maximize infiltration rates.

The Natural Resource district shall be labeled on all future plan submissions.

Encroachment into the NRD for the proposed road and stormwater management area shall be minimized. Grading for the proposed parking lot shall not be conducted within the NRD.

A new series of the Forest Conservation Plan must be submitted to revise the FCP calculations. Any area of nonforested floodplain may be removed from the Net Tract Area calculation, not the entire area of the floodplain.

The new series must also provide protection measures for the critical root zone of the 35.9" Black Oak Specimen Tree near the southeast side of the proposed parking lot. The Critical Root Zone of the specimen tree will be severely impacted. Protection measures should include, but are not limited to, the use of highly visible orange fencing at the LOD and root pruning techniques.

Proposed grading is also shown outside of the limit of disturbance in this area and should be revised.

The Landscaping Plan shall be revised. The "Protective Measures Statement" shall include a signature line and be signed by the developer prior to site plan approval.

A photometric plan shall also be submitted for review prior to site plan approval.

There were no additional comments from the public.

EAST PROPERTY - PRELIMINARY

Located north side of Philadelphia Road (Route 7); east of James Way. Tax Map 57; Parcel 344; Lots 1&2. First Election District. Council District F. Planner Shane.

Plan No. P14-078 Consolidate lots 1, 2 and Demetrius Way; 2.383 acres; B3.

Received 06-18-14 Calriver, LLC/Morris and Ritchie Associates, Inc.

EAST PROPERTY - SITE

Located north side of Philadelphia Road (Route 7); east of James Way. Tax Map 57; Parcel 344. First Election District. Council District F. Planner Shane.

Plan No.	S14-079	Construct 3,000 sf retail & 10,800 sf restaurants; 2.383 acres; B3.
Received	06-18-14	Calriver, LLC/Morris and Ritchie Associates, Inc.

Amy DiPietro of Morris and Ritchie Associates presented the plans. A Community Input Meeting was held on April 7, 2014 at the office of Morris and Ritchie; there were no attendees. These plans supersede the previously approved site and preliminary plans. In addition, the plan proposes to modify the revised final plat. The site is presently vacant and is bisected by Demetrius Way with pavement in place. Public water and sewer are located within Demetrius Way. The right of way for Demetrius Way was never conveyed to the County. The plan proposes to consolidate lots 1, 2 and Demetrius Way and develop 13,800 sf of commercial space on two pad sites. The proposed site will be approximately 51% impervious. Both restaurant and retail uses have one parking space per 200 sf, requiring 69 parking spaces. This plan proposes 87 spaces. The plan proposes two points of access off of Belcamp Road and additional access off of James Way. The goal of the layout is to keep Demetrius Way in place and retain the current infrastructure. Once leaving the public easement, the site will have privately maintained water and sewer. Stormwater quantity management has been provided off site in the Brass Mill facility. Quality management will be provided under the new regulations. The site is included in the series 3 Forest Conservation Plan for the East Property. A landscape and lighting plan has been submitted and is under review by the County. The traffic impact analysis was prepared in which 12 intersections were studied, inclusive of all the site accesses. The TIA is presently under review by both the State and the County.

Emergency Services - Robin Wales

Public safety wireless radio communications inside a building is essential to the safety of those occupying the structure as well as fire, law enforcement and emergency medical providers responding to a call for help. Buildings that are greater than 5,000 sf, higher than 50 ft, contain underground storage or parking and are constructed of materials that impede wireless radio signals that may adversely affect the response of public safety providers. Please consider including wiring, electrical connections and other infrastructure that may be needed for an in-building 800 MHz amplifier. The Department of Emergency Services will test coverage in the facility once construction is finished. Call 410-638-4900 for assistance.

The Department requested that the facilities display 6"-8" address numbers and letters and, if not a 24 hour operation, the Department must have a list of at least three emergency contacts for notification, response and securing purposes.

For the retail buildings, please label the rear doors with the business name and address number and suite so correct access can be gained during an emergency.

Volunteer Fire and E.M.S. – Bill Snyder (comments provided by Robin Wales)

Usage of non-combustible landscaping directly next to the buildings is recommended. Traditional, wooden mulch increases the likelihood of nuisance fires from outdoor smoking.

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The building(s) shall have a Knox Box installed on them if they have an automatic sprinkler system or supervised, automatic fire detection system, per NFPA 1, Part III, 3-6. They shall be keyed for the Abingdon Fire Company: 410-638-3951.

Harford Soil Conservation District – Patrick Jones

Concept stormwater management plans have been submitted and reviewed.

An adequate sediment and erosion control plan must be approved prior to issuance of a grading permit.

An NOI permit is required from MDE when a project disturbs more than one acre. Please contact MDE about the NOI permit process.

Health Department – Len Walinski

As to the preliminary plan:

The plan proposes to consolidate lots 1 and 2 and Demetrius Way. This site is unimproved and will be serviced by public water and sewer. The final plat must bear the standard owner's statement and the master plan conformance statement.

As to the site plan:

The Health Department must review and approve all food service and building plans prior to issuance of the building permit and a food service package must be completed. To request a food service facility review package, the owner or agent should contact Mrs. Lisa Kalama at 410-877-2332. If the plan is recognized as a prototype plan, review will be required by the Department of Health and Mental Hygiene (DHMH), Division of Food Control. If there are any questions regarding this review, please contact Ms. Gwendolyn John at 410-767-8412.

At this time the tenants have not been determined. It is the responsibility of the owner/operator to be aware of any regulatory requirements for the proposed use and for obtaining appropriate permits.

The owner/developer is reminded that during the development of this project when soil moisture conditions are low, measures must be implemented to prevent the generation of dust until a permanent vegetative cover is established and all paving is completed.

Water and Sewer – Darryl Ivins

As to the preliminary plan:

The drainage and utility easements shall be reconfigured on the revised record plat as required for the existing and proposed utilities.

Both existing water services shall be abandoned at the main as part of the utility work for this project.

There is an existing tee and 6 inch valve on the water main adjacent to Belcamp Road approximately 25 feet south of the intersection of the water main in Demetrius Way. This tee can be seen on Contract 9345. The valve at this location shall be removed and the tee capped as part of the utility work for this project.

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The proposed easement over the utilities in Demetrious Way shall be 45 feet wide, so that there is a minimum of 15 feet of easement on the north side of the water main and the south side of the sewer main.

The existing hydrant on Demetrius Way and the water main adjacent to Belcamp Road where it crosses Demetrius Way must have an easement placed around them when the plat is rerecorded.

Trees may not be placed within the drainage and utility easements or the SHA road right-of-way within fifteen feet (15') of existing or proposed utilities. The Division of Water and Sewer must have an opportunity to review the landscaping plan before it is approved by the Department of Planning and Zoning, to verify that this condition has been met. Approval of the Commercial Application for this project will not be granted until the landscaping plan is acceptable to the Division of Water and Sewer.

As to the site plan:

The location of the water meter vault is unacceptable since it is adjacent to the proposed retaining wall. Since neither of the existing water services can be used, they must both be abandoned at the main as part of the utility work for this project. A new water service and meter vault location shall be shown on the next series of the plan.

There is an existing tee and 6 inch valve on the water main adjacent to Belcamp Road approximately 25 feet south of the intersection of the water main in Demetrious Way. This tee can be seen on Contract 9345. The valve at this location shall be removed and the tee capped as part of the utility work for this project.

The proposed easement over the utilities in Demetrious Way shall be 45 feet wide, so that there is a minimum of 15 feet of easement on the north side of the water main and the south side of the sewer main.

The existing hydrant on Demetrius Way and the water main adjacent to Belcamp Road where it crosses Demetrius Way must have an easement placed around them when the plat is rerecorded.

The sewer service for the building containing the retail center will be located beneath a retaining wall. The cleanout for this service shall be moved to the edge of the proposed easement. A lamphole frame and cover shall be placed over the cleanout as shown in Standard Detail S-28. The cleanout location shall be shown on the next series of this plan.

The sewer cleanout for 1340 James Way shall be placed at the end of the existing service. Show it on the next series of the plan.

The proposed storm drain inlet adjacent to the proposed entrance on Belcamp Road shall be moved so that it is a minimum of five feet from the existing water main. Show the new location on the next series of the plan.

The proposed storm drain outfall at the southeast corner of 1340 James Way shall be relocated so that it does not impact the existing water main. Show the new location on the next series of the plan.

The water service to existing Lot 1 shall be abandoned at the main as part of the utility work for this project.

The Commercial Service Application Number 19769 must be added to the title block of the site plan submitted with the Application for approval.

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Any sewer cleanouts that are located within the paved area shall be installed using the County cleanout in paving detail S-28. The detail shall be shown on the utility plan and referenced on the plan and/or profile drawing.

The construction contract numbers for the existing utilities shall be shown on the drawing submitted with the Commercial Application.

A Commercial Service Application must be completed by the owner and approved by Harford County before any building permits will be issued for these projects. Contact Ms. Patti Bankert of the Division of Water and Sewer New Connection Services at 410-638-3300 x1467 for additional information.

Trees may not be placed within the drainage and utility easements or the SHA road right-of-way within fifteen feet (15') of existing or proposed utilities. The Division of Water and Sewer must have an opportunity to review the landscaping plan before it is approved by the Department of Planning and Zoning, to verify that this condition has been met. Approval of the Commercial Application for this project will not be granted until the landscaping plan is acceptable to the Division of Water and Sewer.

DPW – Engineering – Mike Rist

A sediment control plan and a grading permit will be required for the development of this site. Sediment controls are to be designed to the specifications as set forth in the Maryland Standards for Erosion and Sediment Control, latest edition.

Stormwater quantity management has been provided in the Regional Facility at Brass Mill Road.

Additional management must be provided for this site in accordance with the 2000 Design Manual as amended by Supplement 1.

A stormwater management concept plan has been submitted for review and must be approved prior to preliminary plan approval. Comments must be addressed on subsequent stormwater plan submittals.

The final stormwater management plan shall be approved prior to the issuance of a grading permit. A stormwater management permit is required prior to the issuance of a building permit.

Maintenance of the regional stormwater management facility (ies) is (are) the responsibility of the lot owner(s) and shall be stipulated in the association documents. Maintenance of on-site facilities is the responsibility of the individual lot owner.

All pavement striping and traffic control signs shall conform to the Manual on Uniform Traffic Control Devices and State Highway Administration Supplement.

Road plans will need to be revised and approved prior to the issuance of building permits for the site. The stormdrain system shall be extended along Belcamp road to Old Philadelphia Road. The entrance onto Belcamp Road shall be 25' wide with 35' curb radii.

Computations are required to ensure the existing stormdrain system is adequate to handle the additional runoff from the site.

Sidewalks shall be constructed along the property frontage in conjunction with the development of this site including Old Philadelphia Road.

A traffic impact analysis was submitted and comments are being forwarded to Planning and Zoning.

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Sheriff's Office – Mark Logsdon

No comment.

State Highway Administration – Rich Zeller

SHA is currently reviewing the traffic impact study (TIS) submitted for this development. Comments will be forwarded to all interested parties as soon as they become available. Specific comments regarding possible road improvement requirements are being deferred until review of the TIS is complete. Any improvement required within SHA right of way will be subject to the review and approval of SHA, and an access permit would be required for the construction of that improvement.

Department of Planning and Zoning – Shane Grimm

The final plat shall be recorded in the Harford County Land Records prior to the building permit application.

The landscaping plan shall be revised to provide additional plantings along Old Philadelphia Road to buffer the rear of the retail/service building. In addition, a 5-foot planting strip is required along the west side of the site adjacent to James Way.

The photometric plan shall be revised to include additional data for the lighting adjacent to the MD Route 7 to ensure that the lighting does not adversely impact vehicles on the roadway.

The traffic impact study is currently under review.

Comments were invited from the public:

Mr. Larry Benedict asked about the timing of the traffic impact study.

Mr. Grimm responded that the study was currently under review by the County and State. The transportation planner is formulating comments to the study and Mr. Grimm expected the letter to be complete within the next week or two. The letter will stipulate what, if any, specific improvements will be required.

Mr. Benedict asked if improvements such as a traffic light or circle would be considered and included in the comments.

Mr. Grimm said the analysis will indicate any mitigation required. The County will review the recommendations and either agree or indicate other appropriate measures. Those comments will be a part of the site plan approval letter.

Meeting adjourned at 9:21 a.m.